

2015/2016 Budget

The Board's budget for FY 2015/2016 is \$9,039,000. Expenditures as of August 31, 2015 total \$2,285,909 or 25% of the Board's budget.

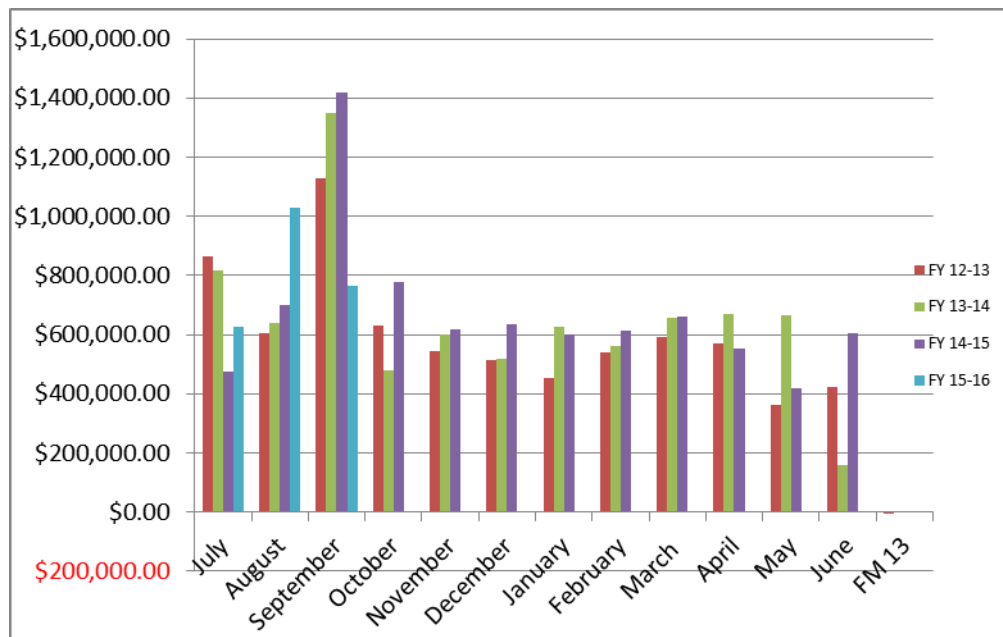
The chart below provides a breakdown of expense categories and percentages.

| Expense Category | Amount | Percentage |
|---|---------------------|-------------------|
| Personnel | \$ 977,033 | 11% |
| OE&E | \$ 969,711 | 11% |
| Enforcement | \$ 215,986 | 2% |
| Minor Equipment <i>Includes LPCC exp</i> | \$ 123,179 | 1% |
| Total Expenses | \$ 2,285,909 | 25% |

As of September 30, 2015, the Board had collected \$2,418,751.49 in total revenue.

| Month | FY 11-12 | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 |
|--------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| July | \$636,305.00 | \$865,553.99 | \$817,394.34 | \$475,567.98 | \$627,284.68 |
| August | \$614,882.97 | \$605,609.87 | \$641,178.70 | \$698,635.93 | \$1,026,917.57 |
| September | \$1,002,602.57 | \$1,130,230.37 | \$1,349,479.66 | \$1,419,736.29 | \$764,549.24 |
| October | \$723,621.83 | \$631,685.86 | \$480,531.87 | \$779,134.95 | |
| November | \$601,895.03 | \$545,880.97 | \$600,316.56 | \$617,891.41 | |
| December | \$816,772.93 | \$514,784.93 | \$516,264.24 | \$635,199.34 | |
| January | \$1,180,871.34 | \$452,850.71 | \$625,528.05 | \$601,512.09 | |
| February | \$646,040.15 | \$541,115.50 | \$559,755.55 | \$612,208.93 | |
| March | \$576,972.25 | \$593,123.75 | \$655,619.38 | \$662,167.83 | |
| April | \$437,016.67 | \$569,381.90 | \$670,839.44 | \$554,415.62 | |
| May | \$317,204.07 | \$360,131.06 | \$663,732.55 | \$420,330.14 | |
| June | \$383,326.67 | \$421,329.60 | \$158,802.68 | \$606,750.69 | |
| FM 13 | (\$1,375.78) | (\$266.97) | \$388.71 | \$2,096.87 | |

The chart below provides a fiscal year comparison of the Board's monthly revenue.



Board Fund Condition

The Board's Fund Condition report reflects a \$2.4 million loan repayment from the 2002 loan to the General Fund. Thus, providing the Board with 6.1 months in reserve for FY 15/16. Projections for the FY 16/17 budget indicate a scheduled repayment of \$6.3 million dollars from the 2002 loan to the General Fund which will provide the Board 11.7 months in reserve. By law, the Board may only have 24 months in reserve.

General Fund Loans

Since FY 2002/2003 the Board has made a total of three loans to the General Fund; \$6 million in FY 2002/2003, \$3 million in FY 2008/2009, and \$3.3 million in FY 2011/2012, for a total of \$12.3 million dollars.

The Board has received the following repayments: \$1.4 million in FY 2013-14 and \$1.0 million in FY 2014-15.

The Board is scheduled to receive \$2.4 million in FY 2015-16, and \$6.3 million in FY 2016-17, for a total repayment of \$11.1 million. The remaining \$1.2 million dollars will be paid in FY 2017-18 or later depending on the Board's fund balance.

2014/2015 Budget Update

After meeting with the DCA budget office and reviewing the final budget figures, the Board reverted \$538,4499 in FY 2014/2015. A review of the Board's budget revealed some line items have appropriations that the Board does not expend. For example,

Out-of State Travel, and C&P Services External. The appropriations in these line items are based on previous budget expenditures. Yet, the Board has not had an external contract or has been permitted to travel out-of-state for several years. So these appropriations contribute to the Board's reversion figures.

After January 1, 2016, Board staff will meet with the DCA budget office to review a five year expenditure history to realign the budget appropriations to the Board's expenditures.

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BBS EXPENDITURE REPORT FY 2015/16

| OBJECT DESCRIPTION | FY 2014/15 | FY 2015/2016 | | |
|--|---------------------|--------------------|-------------------------|----------------------|
| | ACTUAL EXPENDITURES | BUDGET ALLOTMENT | CURRENT AS OF 9/30/2015 | UNENCUMBERED BALANCE |
| PERSONAL SERVICES | | | | |
| Salary & Wages (Civ Svc Perm) | 2,193,060 | 2,621,468 | 591,499 | 2,029,969 |
| Salary & Wages (Stat Exempt) | 91,989 | 93,888 | 25,272 | 68,616 |
| Temp Help (907)(Seasonals) | 85,680 | 60,000 | 18,345 | 41,655 |
| Temp Help (915)(Proctors) | 0 | 444 | 0 | 444 |
| Board Memb (Per Diem) | 18,600 | 12,900 | 0 | 12,900 |
| Overtime | 23,670 | 1,500 | 1,132 | 368 |
| Totals Staff Benefits | 1,268,659 | 1,459,413 | 340,785 | 1,118,628 |
| Salary Savings | | | | |
| TOTALS, PERSONAL SERVICES | 3,681,658 | 4,249,613 | 977,033 | 3,272,580 |
| OPERATING EXP & EQUIP | | | | |
| Fingerprint Reports | 17,872 | 14,827 | 2,810 | 12,017 |
| General Expense | 93,648 | 85,328 | 14,404 | 70,924 |
| Printing | 92,313 | 32,000 | 25,095 | 6,905 |
| Communication | 14,909 | 24,513 | 2,719 | 21,794 |
| Insurance | 0 | 325 | 0 | 325 |
| Postage | 41,072 | 4,767 | 11,773 | (7,006) |
| Travel, In State | 105,321 | 58,684 | 22,770 | 35,914 |
| Travel, Out-of-State | 1,237 | 72,000 | 0 | 72,000 |
| Training | 2,496 | 25,463 | 1,975 | 23,488 |
| Facilities Operations | 204,700 | 227,925 | 30,644 | 197,281 |
| Utilities | 140 | 4,330 | 0 | 4,330 |
| C&P Services - Interdept. | 0 | 14,939 | 0 | 14,939 |
| C&P Services-External Contracts | 8,527 | 129,516 | 3,263 | 126,253 |
| DEPARTMENTAL PRORATA | | | | |
| DP Billing (424.03) | 885,579 | 589,461 | 393,000 | 196,461 |
| Indirect Distribution Costs (427) | 485,370 | 628,389 | 157,000 | 471,389 |
| Public Affairs (427.34) | 14,575 | 18,277 | 4,500 | 13,777 |
| D of I Prorata (427.30) | 13,408 | 23,651 | 4,000 | 19,651 |
| Consumer Relations Division (427.1) | 15,988 | 22,606 | 5,750 | 16,856 |
| OPP Support Services (427.01) | 0 | 490 | 0 | 490 |
| Interagency Services (OER IACs) | 255,469 | 325,065 | 63,292 | 261,773 |
| Consolidated Data Services (428) | 33 | 26,096 | 6 | 26,090 |
| Data Proc (Maint,Supplies,Cont) (43) | 16,296 | 14,448 | 19,506 | (5,058) |
| Statewide Pro Rata (438) | 388,161 | 410,000 | 102,482 | 307,518 |
| EXAM EXPENSES | | | | |
| Exam Site Rental | 41,656 | 99,630 | 0 | 99,630 |
| Exam Contract (PSI) (404.00) | 425,073 | 358,659 | 97,103 | 261,556 |
| C/P Svs - Expert Examiners (404.01) | 0 | 45,000 | 0 | 45,000 |
| C/P Svs - External Subj Matter (404) | 180,090 | 365,260 | 7,618 | 357,642 |
| ENFORCEMENT | | | | |
| Attorney General | 898,872 | 801,588 | 149,075 | 652,513 |
| Office of Admin. Hearing | 202,462 | 154,926 | 0 | 154,926 |
| Court Reporters | 14,546 | 0 | 5,707 | (5,707) |
| Evidence/Witness Fees | 28,475 | 94,955 | 40,955 | 54,000 |
| Division of Investigation | 217,959 | 72,669 | 20,250 | 52,419 |
| <i>LPCC</i> | <i>402,885</i> | | <i>93,002</i> | <i>(93,002)</i> |
| Minor Equipment (226) | 46,164 | 8,600 | 26,816 | (18,216) |
| Equipment, Replacement (452) | 6,846 | 0 | 3,362 | (3,362) |
| Equipment, Additional (472) | 1,918 | 16,000 | 0 | 16,000 |
| Vehicle Operations | 0 | 19,000 | 0 | 19,000 |
| TOTAL, OE&E | 5,124,056 | 4,789,387 | 1,308,876 | 3,480,511 |
| TOTAL EXPENDITURES | \$8,805,714 | \$9,039,000 | \$2,285,909 | \$6,753,091 |

| | FY 14/15 | Budget | Current |
|-----------------------------|------------------|-----------------|-----------------|
| Reimbursements | FM 13 | Alotment | as of 9/30/2015 |
| Fingerprints | (14,488) | (24,000) | (3,863) |
| Other Reimbursements | (6,815) | (26,000) | (27,350) |
| Unscheduled Reimbursements | (184,138) | | |
| Total Reimbursements | (205,440) | (50,000) | (31,213) |

BLUE PRINT INDICATES THE ITEMS ARE SOMEWHAT DISCRETIONARY.

0773 - Behavioral Science Analysis of Fund Condition

Prepared 10.28.15

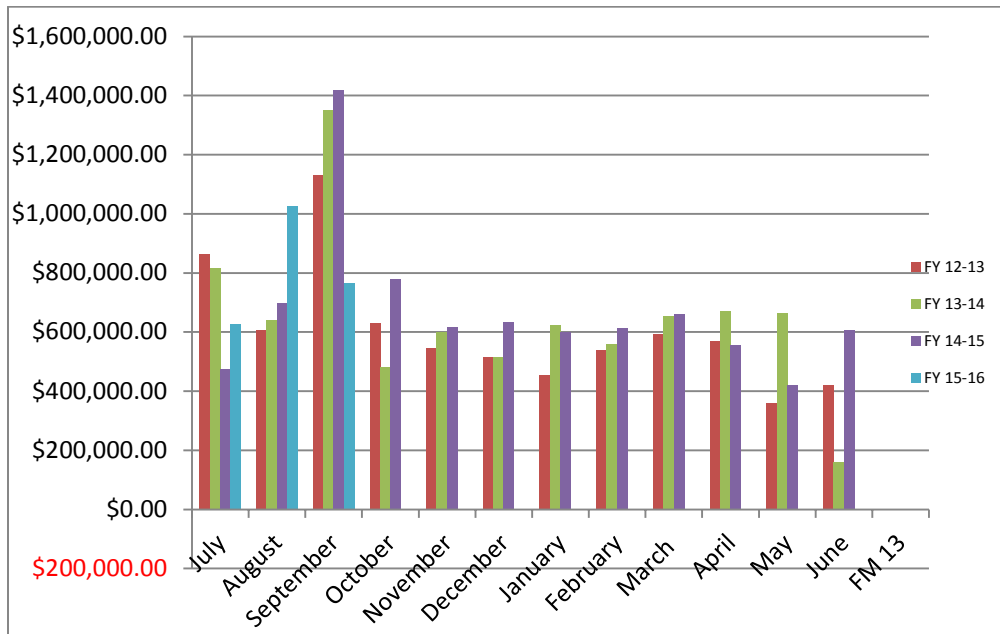
(Dollars in Thousands)

2015-16 Budget Act w/ FY 2014-15 Actuals

| | Actual 2014-15 | CY 2015-16 | BY 2016-17 | BY +1 2017-18 |
|--|-------------------|---------------|---------------|------------------|
| BEGINNING BALANCE | \$ 3,309 | \$ 3,958 | \$ 5,204 | \$ 10,199 |
| Prior Year Adjustment | \$ 119 | \$ - | \$ - | \$ - |
| Adjusted Beginning Balance | \$ 3,428 | \$ 3,958 | \$ 5,204 | \$ 10,199 |
| REVENUES AND TRANSFERS | | | | |
| Revenues: | | | | |
| 125600 Other regulatory fees | \$ 74 | \$ 68 | \$ 68 | \$ 68 |
| 125700 Other regulatory licenses and permits | \$ 2,680 | \$ 3,218 | \$ 3,218 | \$ 3,218 |
| 125800 Renewal fees | \$ 5,020 | \$ 4,780 | \$ 4,780 | \$ 4,780 |
| 125900 Delinquent fees | \$ 90 | \$ 71 | \$ 71 | \$ 71 |
| 141200 Sales of documents | \$ - | \$ - | \$ - | \$ - |
| 142500 Miscellaneous services to the public | \$ 8 | \$ 8 | \$ 8 | \$ 8 |
| 150300 Income from surplus money investments | \$ 321 | \$ 6 | \$ 9 | \$ 24 |
| 150500 Interest interest from Interfund loans | \$ - | \$ 835 | \$ 783 | \$ - |
| 160100 Attorney General Proceeds of Anti-Trust | \$ 1 | \$ - | \$ - | \$ - |
| 160400 Sale of fixed assets | \$ - | \$ - | \$ - | \$ - |
| 161000 Escheat of unclaimed checks and warrants | \$ 3 | \$ - | \$ - | \$ - |
| 161400 Miscellaneous revenues | \$ 4 | \$ - | \$ - | \$ - |
| Totals, Revenues | \$ 8,201 | \$ 8,986 | \$ 8,937 | \$ 8,169 |
| Transfers from Other Funds | | | | |
| F00683 Teale Data Center (CS 15.00, Bud Act of 2005) | \$ - | \$ - | \$ - | \$ - |
| F00001 GF loan repayment per item 1170-011-0773 BA of 2002 | \$ 1,000 | \$ 2,400 | \$ 6,300 | \$ - |
| F00001 GF loan repayment per item 1110-011-0773 BA of 2008 | \$ - | \$ - | \$ - | \$ - |
| F00001 GF loan repayment per item 1110-011-0773 BA of 2011 | \$ - | \$ - | \$ - | \$ - |
| Totals, Revenues and Transfers | \$ 9,201 | \$ 11,386 | \$ 15,237 | \$ 8,169 |
| Totals, Resources | \$ 12,629 | \$ 15,344 | \$ 20,441 | \$ 18,368 |
| EXPENDITURES | | | | |
| Disbursements: | | | | |
| 8860 FSCU (State Operations) | \$ - | \$ - | \$ - | \$ - |
| 8880 Financial Information System for California | \$ 7 | \$ 17 | \$ - | \$ - |
| 1110 Program Expenditures (State Operations) | \$ 8,664 | \$ 10,123 | \$ 10,242 | \$ 10,447 |
| Total Disbursements | \$ 8,671 | \$ 10,140 | \$ 10,242 | \$ 10,447 |
| FUND BALANCE | | | | |
| Reserve for economic uncertainties | \$ 3,958 | \$ 5,204 | \$ 10,199 | \$ 7,921 |
| Months in Reserve | 4.7 | 6.1 | 11.7 | 8.9 |

BBS Revenue Analysis

| Month | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 |
|-----------|----------------|----------------|----------------|----------------|
| July | \$865,553.99 | \$817,394.34 | \$475,567.98 | \$627,284.68 |
| August | \$605,609.87 | \$641,178.70 | \$698,635.93 | \$1,026,917.57 |
| September | \$1,130,230.37 | \$1,349,479.66 | \$1,419,736.29 | \$764,549.24 |
| October | \$631,685.86 | \$480,531.87 | \$779,134.95 | |
| November | \$545,880.97 | \$600,316.56 | \$617,891.41 | |
| December | \$514,784.93 | \$516,264.24 | \$635,199.34 | |
| January | \$452,850.71 | \$625,528.05 | \$601,512.09 | |
| February | \$541,115.50 | \$559,755.55 | \$612,208.93 | |
| March | \$593,123.75 | \$655,619.38 | \$662,167.83 | |
| April | \$569,381.90 | \$670,839.44 | \$554,415.62 | |
| May | \$360,131.06 | \$663,732.55 | \$420,330.14 | |
| June | \$421,329.60 | \$158,802.68 | \$606,750.69 | |
| FM 13 | (\$266.97) | \$388.71 | \$2,096.87 | |



**BOARD OF BEHAVIORAL SCIENCES
BUDGET REPORT
FY 2014-15 EXPENDITURE PROJECTION
Jun-2015**

FISCAL MONTH 13

| OBJECT DESCRIPTION | FY 2013-14 | | FY 2014-15 | | | | |
|---|--------------------------------|-----------------------------------|----------------------|-------------------------------------|---------------|-------------------------|----------------------|
| | ACTUAL EXPENDITURES (MONTH 13) | PRIOR YEAR EXPENDITURES 5/31/2014 | BUDGET STONE 2014-15 | CURRENT YEAR EXPENDITURES 5/31/2015 | PERCENT SPENT | PROJECTIONS TO YEAR END | UNENCUMBERED BALANCE |
| PERSONNEL SERVICES | | | | | | | |
| Salary & Wages (Staff) | 2,010,408 | 2,010,408 | 2,459,901 | 2,343,071 | 95% | 2,343,071 | 116,830 |
| Statutory Exempt (EO) | 93,888 | 93,888 | 93,888 | 91,989 | 98% | 91,989 | 1,899 |
| Temp Help Reg (Seasonals) | 62,564 | 62,564 | 60,000 | 85,681 | 143% | 85,681 | (25,681) |
| BL 12-03 Blanket | 72,520 | 72,520 | 0 | 77,035 | | 77,035 | (77,035) |
| Temp Help (Exam Proctors) | 0 | 0 | 444 | 0 | 0% | 0 | 444 |
| Board Member Per Diem | 16,400 | 16,400 | 12,900 | 18,600 | 144% | 18,600 | (5,700) |
| Committee Members (DEC) | 0 | 0 | 0 | 0 | | 0 | 0 |
| Overtime | 19,770 | 19,770 | 1,500 | 29,160 | 1944% | 29,160 | (27,660) |
| Staff Benefits | 1,140,869 | 1,140,869 | 1,378,745 | 1,390,799 | 101% | 1,390,799 | (12,054) |
| TOTALS, PERSONNEL SVC | 3,416,419 | 3,416,419 | 4,007,378 | 4,036,335 | 101% | 4,036,335 | (28,957) |
| OPERATING EXPENSE AND EQUIPMENT | | | | | | | |
| General Expense | 80,188 | 80,188 | 113,428 | 98,025 | 86% | 98,025 | 15,403 |
| Fingerprint Reports | 9,743 | 9,743 | 14,827 | 14,064 | 95% | 14,064 | 763 |
| Minor Equipment | 63,162 | 63,162 | 16,000 | 48,710 | 304% | 48,710 | (32,710) |
| Printing | 91,863 | 91,863 | 53,000 | 94,491 | 178% | 94,491 | (41,491) |
| Communication | 14,311 | 14,311 | 31,513 | 14,817 | 47% | 14,817 | 16,696 |
| Postage | 48,855 | 48,855 | 24,767 | 41,074 | 166% | 41,074 | (16,307) |
| Insurance | 0 | 0 | 325 | 0 | 0% | 0 | 325 |
| Travel In State | 84,282 | 84,282 | 67,684 | 109,185 | 161% | 109,185 | (41,501) |
| Travel, Out-of-State | 17,835 | 17,835 | 82,000 | 2,244 | 3% | 2,244 | 79,756 |
| Training | 450 | 450 | 30,463 | 2,496 | 8% | 2,496 | 27,967 |
| Facilities Operations | 353,176 | 353,176 | 227,925 | 204,259 | 90% | 204,259 | 23,666 |
| Utilities | 0 | 0 | 9,330 | 140 | 2% | 140 | 9,190 |
| C & P Services - Interdept. | 14,442 | 14,442 | 14,939 | 515 | 3% | 515 | 14,424 |
| C & P Services - External | 77,040 | 77,040 | 280,516 | 33,835 | 12% | 33,835 | 246,681 |
| DEPARTMENTAL SERVICES: | | | | | | | 0 |
| Departmental Pro Rata | 851,283 | 851,283 | 917,310 | 885,579 | 97% | 885,579 | 31,731 |
| Admin/Exec | 432,543 | 432,543 | 485,759 | 485,370 | 100% | 485,370 | 389 |
| Interagency Services | 0 | 0 | 490 | 0 | 0% | 0 | 490 |
| IA w/ OER | 236,700 | 236,700 | 325,065 | 250,619 | 77% | 250,619 | 74,446 |
| DOI-ProRata Internal | 13,864 | 13,864 | 23,133 | 13,408 | 58% | 13,408 | 9,725 |
| Public Affairs Office | 16,010 | 16,010 | 14,852 | 14,575 | 98% | 14,575 | 277 |
| PCSD | 15,797 | 15,797 | 16,098 | 15,988 | 99% | 15,988 | 110 |
| INTERAGENCY SERVICES: | | | | | | | 0 |
| Consolidated Data Center | 685 | 685 | 24,096 | 33 | 0% | 33 | 24,063 |
| DP Maintenance & Supply | 16,785 | 16,785 | 14,448 | 19,480 | 135% | 19,480 | (5,032) |
| Central Admin Svc-ProRata | 361,763 | 361,763 | 388,161 | 388,161 | 100% | 388,161 | 0 |
| EXAM EXPENSES: | | | | | | | 0 |
| Exam Supplies | 341 | 341 | 0 | 0 | | 0 | 0 |
| Exam Freight | 0 | 0 | 0 | 0 | | 0 | 0 |
| Exam Site Rental | 87,970 | 87,970 | 99,630 | 126,455 | 127% | 126,455 | (26,825) |
| C/P Svcs-External Expert Administrative | 362,970 | 362,970 | 358,659 | 462,969 | 129% | 462,969 | (104,310) |
| C/P Svcs-External Expert Examiners | 0 | 0 | 45,000 | 0 | 0% | 0 | 45,000 |
| C/P Svcs-External Subject Matter | 187,426 | 187,426 | 365,260 | 203,823 | 56% | 203,823 | 161,437 |
| ENFORCEMENT: | | | | | | | 0 |
| Attorney General | 746,221 | 746,221 | 801,588 | 839,015 | 105% | 839,015 | (37,427) |
| Office Admin. Hearings | 131,616 | 131,616 | 154,926 | 202,461 | 131% | 202,461 | (47,535) |
| Court Reporters | 9,223 | 9,223 | 0 | 12,450 | | 12,450 | (12,450) |
| Evidence/Witness Fees | 22,564 | 22,564 | 94,955 | 30,810 | 32% | 30,810 | 64,145 |
| DQI - Investigations | 60,756 | 60,756 | 215,669 | 217,959 | | 217,959 | (2,290) |
| Major Equipment | 65,123 | 65,123 | 69,600 | 0 | | 0 | 69,600 |
| Special Items of Expense | 0 | 0 | 0 | 0 | | 0 | 0 |
| Other (Vehicle Operations) | 0 | 0 | 19,000 | 0 | | 0 | 19,000 |
| TOTALS, OE&E | 4,474,987 | 4,474,987 | 5,400,416 | 4,833,010 | 89% | 4,833,010 | 567,406 |
| TOTAL EXPENSE | 7,891,406 | 7,891,406 | 9,407,794 | 8,869,345 | 190% | 8,869,345 | 538,449 |
| Sched. Reimb. - External/Private | (9,685) | (9,685) | (26,000) | (6,815) | | (6,815) | (19,185) |
| Sched. Reimb. - Fingerprints | (11,040) | (11,040) | (24,000) | (14,488) | 60% | (14,488) | (9,512) |
| Sched. Reimb. - Other | | | | | | | 0 |
| Sched Interdepartmental | | | | | | | 0 |
| Unsched. Reimb. - Other | (140,234) | (140,234) | | (184,138) | | (28,697) | 28,697 |
| NET APPROPRIATION | 7,730,447 | 7,730,447 | 9,357,794 | 8,663,904 | 93% | 8,819,345 | 538,449 |
| SURPLUS/(DEFICIT): | | | | | | | 5.8% |

Board Statistics

Attached for your review are the quarterly performance statistics for the first fiscal quarter of 2015/2016.

Licensing Program

There was a considerable increase in MFT Intern and LPCC Intern applications. There was a slight decrease in all other applications except MFT Examinations. The increase in intern registrant volumes is primarily due to graduation.

| Application Type | 1st Quarter 7/1/15-9/30/15 | 4th Quarter 4/1/15-6/30/15 | Difference |
|-------------------------|--|--|-------------------|
| MFT Intern | 1324 | 972 | 27% |
| MFT Examination | 641 | 738 | -15% |
| ASW Registration | 1075 | 1142 | -.06% |
| LCSW Examination | 397 | 403 | -.01% |
| LEP Examination | 38 | 35 | .08% |
| LPCC Intern | 289 | 172 | 40% |
| LPCC Examination | 34 | 53 | -.6% |

| License Type | 1st Quarter FY 15/16 | 4th Quarter FY 14/15 | 1st Quarter FY 14/15 |
|---------------------|--|--|--|
| MFT Intern | 22 | 9 | 18 |
| MFT Examination | 47 | 52 | 151 |
| ASW | 19 | 9 | 25 |
| LCSW Examination | 15 | 59 | 153 |
| LEP Examination | 14 | 11 | 17 |
| LPCC Intern | 30 | 15 | 38 |
| LPCC Examination | 28 | 8 | 0 |

| LICENSE POPULATION (As of 11/3/15) | | | | |
|---|---------------|--------------------------|-------------------|-------------------------|
| License Type | Active | Current In-Active | Delinquent | Total Population |
| Registrants | | | | |
| MFTI | 16,318 | N/A | 3,448 | 19,766 |
| ASW | 12,603 | N/A | 2,764 | 15,367 |
| PCI | 1,298 | N/A | 175 | 1,473 |
| Total Registrant | 30,219 | N/A | 6,387 | 36,606 |
| Licensees | | | | |
| LMFT | 31,934 | 4,268 | 2,770 | 38,972 |
| LCSW | 19,194 | 2,418 | 1,607 | 23,219 |
| LEP | 1,323 | 441 | 403 | 2,167 |
| PCE | 1,298 | N/A | 175 | 1,473 |
| LPCC | 1,257 | 36 | 30 | 1,323 |
| Total Licensee | 55,006 | 7,163 | 4,985 | 67,154 |
| Total Population | 85,225 | 7,163 | 11,372 | 103,760 |

A total of 917 initial licenses were issued in the first quarter. As of November 3, 2015 the Board has 103,760 licensees and registrants. This figure encompasses licenses that have been issued that are current or eligible to renew.

Examination Program

3,113 examinations were administered in the first quarter. Twelve (12) examination development workshops were conducted July through September. The examination pass rates for fiscal year 2014/2015 are available on the Board's website at http://www.bbs.ca.gov/exams/exam_stats.shtml. The first quarter pass rates for fiscal year 15/16 will be posted soon.

Administration Program

The Board received 7,343 applications in the first quarter. The chart below reflects the total renewal activity for the fourth quarter

| RENEWAL ACTIVITY | | |
|-------------------------|---------------------------|-------------------|
| | Number of Renewals | Percentage |
| DCA Processed | 9,236 | 64% |
| BBS Processed | 1,157 | 8% |
| Online Renewal | 3,950 | 27% |
| Total | 14,343 | |

Enforcement Program

The Enforcement staff received 310 consumer complaints and 304 criminal convictions in the first quarter. 497 cases were closed this quarter and 44 cases were referred to the Attorney General's office for formal discipline. 25 Accusations and 9 Statement of Issues were filed this quarter. The current average for Formal Discipline is 738 days. The performance goal is 540 days.

Outreach Activity

Recently the Board resumed its outreach activities in an effort to provide information regarding the recent and upcoming changes to Board programs. Board staff has either physically attended these events or participated via a phone conference.

Outreach Events

MFT Consortium Meeting, July 15, 2015, Teleconference
MFT Consortium Meeting, August 15, 2015, Teleconference
NASW-CA Annual Conference, October 9, 2015, South San Francisco Center
AAMFT Educator Forum, October 9, 2015, Pepperdine University-Irvine
AAMFT Educator Forum, October 23, 2015, JFK Unviertisty-Berkeley
ASWB Annual Meeting of the Delegate Assembly, November 5-7, 2015 Ft. Lauderdale
CAMFT Fall Symposium, November 14-15, 2015 Orange County

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QUARTERLY STATISTICAL REPORT FY 2015-2016

FIRST QUARTER

This report provides statistical information relating to various aspects of the Board's business processes. Statistics are grouped by unit.

CASHIERING

| Renewals Processed In-House | 15-Jan | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | YTD |
|-----------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|------|
| Received | 290 | 411 | 311 | | | | | | | | | | 1012 |
| Closed | 371 | 356 | 430 | | | | | | | | | | 1157 |
| Process Time | N/A | N/A | N/A | | | | | | | | | | N/A |

| Renewals Processed By DCA Central Cashiering | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | YTD |
|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|------|
| Received | 2819 | 3219 | 3198 | | | | | | | | | | 9236 |
| Closed | 3391 | 3004 | 3157 | | | | | | | | | | 9552 |
| Process Time | N/A | N/A | N/A | | | | | | | | | | N/A |

| | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | YTD |
|-----------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|------|
| Online Renewals | 1323 | 1253 | 1374 | | | | | | | | | | 3950 |

| Application Payments Processed In-House* | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | YTD |
|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|------|
| Received | 2150 | 2727 | 2466 | | | | | | | | | | 7343 |
| Closed | 2694 | 2268 | 1870 | | | | | | | | | | 6832 |
| Process Time | N/A | N/A | N/A | | | | | | | | | | N/A |

*These totals represent all other applications and do not include renewal applications

INVESTIGATION**

| Desk Investigation | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | YTD |
|---------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----|
| Assigned | 174 | 168 | 157 | | | | | | | | | | 499 |
| Closed | 175 | 134 | 188 | | | | | | | | | | 497 |
| Average Days to Close | 117 | 99 | 94 | | | | | | | | | | 103 |
| Pending | 525 | 573 | 555 | | | | | | | | | | |
| Field Investigation (Non-Sworn) | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | YTD |
| Assigned | 7 | 11 | 7 | | | | | | | | | | 25 |
| Closed | 1 | 7 | 8 | | | | | | | | | | 16 |
| Average Days to Close | 166 | 105 | 176 | | | | | | | | | | 149 |
| Pending | 33 | 37 | 36 | | | | | | | | | | |
| Field Investigation (Sworn) | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | YTD |
| Assigned | 1 | 4 | 1 | | | | | | | | | | 6 |
| Closed | 6 | 4 | 4 | | | | | | | | | | 14 |
| Average Days to Close | 175 | 367 | 351 | | | | | | | | | | 298 |
| Pending | 36 | 36 | 33 | | | | | | | | | | |
| All Investigations | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | YTD |
| First Assignments | 182 | 183 | 165 | | | | | | | | | | 530 |
| Closed | 182 | 145 | 200 | | | | | | | | | | 527 |
| Average Days to Close | 113 | 100 | 97 | | | | | | | | | | 103 |
| Pending | 565 | 619 | 596 | | | | | | | | | | |

Investigations **

Complaints investigated by the program whether by desk investigation or by field investigation.

Measured by date the complaint is received to the date the complaint is closed or referred for enforcement action.

If a complaint is never referred for Field Investigation, it will be counted as 'Closed' under Desk Investigation.

If a complaint is referred for Field Investigation, it will be counted as 'Closed' under Non-Sworn or Sworn.

| Enforcement Actions | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | YTD |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------------|
| AG Cases Initiated | 20 | 17 | 7 | | | | | | | | | | 44 |
| AG Cases Pending | 233 | 239 | 231 | | | | | | | | | | |
| SOIs Filed | 5 | 2 | 2 | | | | | | | | | | 9 |
| Accusations Filed | 7 | 14 | 4 | | | | | | | | | | 25 |
| Proposed/Default Decisions Adopted | 2 | 1 | 4 | | | | | | | | | | 7 |
| Stipulations Adopted | 4 | 5 | 3 | | | | | | | | | | 12 |
| Disciplinary Orders | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | |
| Final Orders (Proposed Decisions Adopted, Default Decisions, Stipulations) | 11 | 1 | 0 | | | | | | | | | | 12 |
| Average Days to Complete*** | 504 | 738 | N/A | | | | | | | | | | |
| Citations | 15-Jul | 15-Aug | 15-Sep | 15-Oct | 15-Nov | 15-Dec | 16-Jan | 16-Feb | 16-Mar | 16-Apr | 16-May | 16-Jun | |
| Final Citations | 1 | 0 | 2 | | | | | | | | | | 3 |
| Average Days to Complete**** | 179 | N/A | 610 | | | | | | | | | | |

Disciplinary Orders Average Days to Complete ***

Measured by the date the complaint is received to the date the order became effective.

Citations ****

Measured by the date the complaint is received to the date the citation was issued.

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1625 North Market Blvd., Suite S-200
Sacramento, CA 95834
(916) 574-7830, (916) 574-8625 Fax
www.bbs.ca.gov

To: Board Members

Date: November 13, 2015

From: Laurie Williams
Human Resources Liaison

Telephone: (916) 574-7850

Subject: Personnel Update

New Employees

- **Management Services Technician (MST) – Licensing**
Carl Peralta accepted this MST position effective October 7, 2015. This position performs the duties of a Licensed Marriage and Family Therapist (LMFT) Evaluator. Mr. Peralta transferred from his current Office Technician (Typing) position with the Board that functioned as the Licensed Educational Psychologists (LEP) Evaluator, Licensing Support Technician as well as the Licensing File Coordinator.
- **Seasonal Clerk – Administration**
The Board has made a conditional offer of employment to Kimberly Covington to fill this vacancy. A formal offer is pending fingerprint clearance. Ms. Covington will be new to state service; she is currently employed as an Office Manager for a Janitorial Service Company. The position will function as a back-up receptionist and will assist in preparing documents for the Cashiering Unit.

Departures

Heather Ito worked as a seasonal clerk and a back-up receptionist at the Board. Ms. Ito accepted a permanent full-time position with the California Earthquake Authority. Her last day at the Board was August 27, 2015.

Alicia Day, a Cashier in the Administration Unit, left the Board on September 30, 2015. Ms. Day accepted a position with California Department of Corrections and Rehabilitation.

Marilyn Schilling retired from the Board effective November 13, 2015. Ms. Schilling worked for the Board as the frontline receptionist for 16 years.

Vacancies

Board staff has initiated the recruitment process for the following positions:

- Office Technician (OT) (Full-time) – Licensing (fill behind C. Peralta)
The Request for Personnel Action (RPA) to fill this vacancy has been approved by the Office of Human Resources (OHR). The hiring manager is currently reviewing the applications to choose the most qualified candidates to interview. Interviews will be scheduled in the upcoming weeks. This position functions as the LEP Evaluator, Licensing Support Technician as well as the Licensing File Coordinator. This position also provides back-up to the intern evaluators by printing and mailing materials.
- MST – Licensing (new vacancy)
The RPA will be submitted in the coming weeks to the OHR for review and approval. The Board submitted a Budget Change Proposal (BCP) for Fiscal Year 2015/16 and received approval to fill this position as a 2-year Limited-Term position to assist with the Exam Restructure..
- OT – Cashiering (new vacancy)
The RPA was approved to fill this vacancy by the OHR. The hiring manager completed interviews and has submitted the name of the candidate to OHR to receive hiring-approval. The Board should receive a determination from OHR next week.
- OT – Cashiering (fill behind A. Day)
The RPA was approved to fill this vacancy by the OHR. The hiring manager completed interviews, and has submitted the name of the candidate to OHR to receive hiring-approval. The Board should receive a determination from OHR next week.
- OT – Administration (fill behind M. Schilling)
The RPA has been submitted to the OHR review and approval. This position functions as the Board's main receptionist. In addition, the position processes address changes and initial licenses.

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To: Board Members

Date: November 13, 2015

From: Christina Kitamura
Administrative Analyst

Telephone: (916) 574-7835

Subject: **Executive Officer's Report: Year-End Summary**

Agenda item XII.d. Year-End Summary will be provided at the meeting.

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To: Board Members

Date: November 13, 2015

From: Kim Madsen
Executive Officer

Telephone: (916) 574-7841

Subject: Sunset Report Update

The Board's Sunset Report is complete and is currently with DCA's Print Services for publication.

The report will be submitted to the Senate Committee on Business, Professions, and Economic Development and the Assembly Committee on Business and Professions no later than December 1, 2015. The report will be available on the Board's website after December 1, 2015.

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